

RFMS STEERING TEAM MEETING MINUTES	
Meeting Type: <u>Weekly</u>	Meeting Date: <u>12Nov 03</u>
Meeting Time: <u>1330-1500</u>	Meeting Place: <u>Kaizen No Yochi</u>
Present: RE, XO, DOICC, RPAO, BM, C130Q (Recorder/ Facilitators)	
Decision made, Actions planned, Tasks to be done	Person Responsible
Finalize Goal O3	Mr. Clements

1. NEADS Brief.

Mr. Sakuma made the brief to RFMS SC. Includes system, framework, and process. HRO needs to brief on USCS/MIL NEADS implementation. C130 to follow up how OICC and PWD play a role into NEADS.

2. Update Calendar and Review 90-Day Task List:

Schedule of team members were added/ changed as follow:

4-12 Nov	DRE TAD to Hawaii
16-21 Nov	DOICC TAD to Diego Garcia
17-18 Nov	CO TAD to Okinawa
25 Nov-1 Dec	BM on Leave to Guam
12 Dec-2 Jan	BM on Leave
7-13 Dec	CO TAD to D.C. for Commanders' conference.
24-31 Dec	CO on Leave

3. Review Last Meeting Minutes:

Team members reviewed the minutes and no change was made.

4. Clarify Goal Advocates:

Goal People 1: Improve employee satisfaction as measured by the Facts survey.

Goal Advocate: XO.

Goal Innovation 1: Review the Commander, Navy Installation (CNI) Business Case Analysis (BCA) and determine the “best value” solutions for facilities management, acquisition and ancillary support for all clients in Japan region.

Goal Advocate: BM

Goal Innovation 2: Transform RFMS into Regional Facilities Engineering Command (RFEC). Goal Advocate: C10/C09

Goal Client 1: Improve Client Satisfaction. Goal Advocate: RE

Goal Operations 1: Improve OICC Far East capability and alignment to better support CNFJ and other clients. Goal Advocate: DOICC

Goal: Operation 2: Identify and implement service levels for all Business Lines. Goal Advocate: DRE

Goal Operation 3: Integrate Facilities Management and Space Management Throughout the Region. Goal Advocate: DRE

Goal Operation 4: Align Sustainment, Restoration and Modernization (SRM) resources to support both current and future FDNF structure as provided by DoD Global Basing Strategy, PACFLT Theater Overview Plan (TOP) and CNFJ RSIP Overview. Goal Advocate: DRE

Goal Operation 5: Execute transition of Utility Business Line. Goal Advocate: Goal Advocate: BM.

5. **Items of general interest.**

RE: 1. SECNAV visit preparation in place. 2. Protests in Seoul, Korea due to labor unrest; Korea President support of US-Iraq campaign. 3. Possible USFJ RIF up to 50% (USCS).

XO: Working with C10 on RFEC Organization Chart.

BM: SBP Conference interview on Yokosuka Report. PSFEA recruitment package is completed. Package will be forwarded to DRE. DRE needs to meet with CNFJ Crecelius plan to CNFJ PMB.

RPAO: MAXIMO 2.0 upgraded. SUI letter completed. IRRS brief to ADM is 11/24..

DOICC: N/A.

DRE: Absent.